



**Glencoe Public Library
Acknowledgement of Addendum
Request for Qualifications for Architectural Services
Addendum 3**

**For Request for Qualifications for Architectural Services
for the Glencoe Public Library**

THE REQUEST FOR QUALIFICATIONS FOR ARCHITECTURAL SERVICES ADDENDUM 3 IS ISSUED BY THE GLENCOE PUBLIC LIBRARY THROUGH THE LIBRARY'S WEBSITE. THE ADDENDUM SHALL BE MADE A PART OF THE QUALIFICATIONS DOCUMENT FOR ARCHITECTURAL SERVICES. ARCHITECTS SHALL ACKNOWLEDGE RECEIPT OF THIS ADDENDUM BY SIGNING AND SUBMITTING THIS ADDENDUM ACKNOWLEDGMENT FORM. FAILURE TO ACKNOWLEDGE RECEIPT OF THE ADDENDUM MAY BE CAUSE FOR REJECTION OF THE QUALIFICATIONS SUBMISSION.

When submitting all Qualifications, this Addendum Acknowledgement Form must be included in the Qualifications submittal.

This Addendum No. 3 consists of two (2) pages and has the following information to be incorporated into the Qualifications submittal.

1. Will the successful firm have access to the "living document" referenced in the Capital Needs Assessment?

Yes, the Glencoe Public Library (Library) will make the "living document," known as the Capital Needs Assessment Workbook, available to the selected firm upon the planning start date.

2. Will the successful firm have access to full strategic planning document(s) including unfiltered summaries of any community engagement or survey exercises? If available, is it assumed the planning team will integrate these remarks or is the expectation to conduct additional community surveying as part of the planning process?

Yes, the Library will provide the selected firm with the Findings Book as prepared by the Library's strategic planning consultant. The Library Board, Executive Director, and management team have already identified and included the top space planning priorities to the RFQ. That said, the Library will expect that the selected firm co-lead community engagement events to introduce the firm's planning team, its partnership with the Library, and the partnership's goal (see Addenda 2, Item 4).



3. Is there a formal and current summary of the “Priority 1” building issues that will need to be met as part of the initial plan?

Yes, the information in question is included in the Capital Needs Assessment Workbook.

4. Is the building listed on the National Register of Historic Places (and if so, can you confirm what designation)?

The library building is not listed on the National Register of Historic Places.

5. Is the Library currently assuming any specific funding mechanisms outside conventional resources that may impact future deliverables or project scope (grants, economic development incentives, etc.)?

To reduce the financial impact of a renovation, the Library Board will consider a capital fundraising campaign and seeking private donations as they draw closer to accepting a final master space plan. The Library has not applied for any available grants.

I hereby acknowledge receipt of documents pertaining to the above-referenced Request for Qualifications.

Company name: _____

Contact person: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____

Email: _____

Signature: _____ Date: _____